

New Wiki Contributors Training – Lesson 6

22 Sep 2011

Welcome

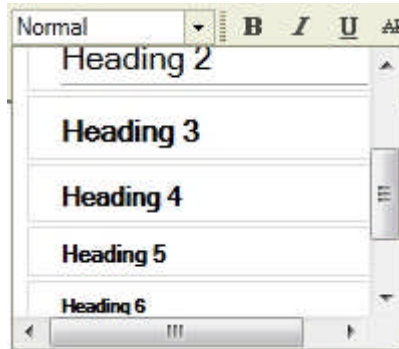
Welcome, everyone, to the sixth lesson, out of twelve, of the New Wiki Contributors Training.

Scheduled Topics

The topics for today are: The Table of Contents (TOC); heading levels; advanced searching; types of pages, including special pages

Heading Levels

To create a section heading when using the FCK/Rich Text editor, type and highlight the text you wish to use as a heading, and then click the down arrow next to the Format tool Format, selecting from levels 2 through 6. Level 1 is reserved for the page title. Each section heading needs to start at the beginning of a new line.



This is heading 1.

This is heading 2.

This is heading 3.

This is heading 4.

This is heading 5.

This is heading 6.

This is a formatted text box.

This is how these would look in Wikitext:

```
= This is heading 1. =  
== This is heading 2. ==  
=== This is heading 3. ===  
==== This is heading 4. ====  
===== This is heading 5. =====  
===== This is heading 6. =====  
<pre>This is a formatted text box.</pre>
```

In addition to the heading levels there are two other choices using the Format tool. Besides the first choice of Normal text, you will notice the last choice of “Formatted” that is within a box with a light-colored background.

Formatted

Within this box, you can place items that you normally would have to use the `<nowiki>` feature on. Items such as `=`, `#`, `*`, `"italic"`, etc. will not need to be specially handled.

Note, however, that text will not automatically wrap. You will need to hit the "Enter" key to go to the next line. Otherwise, the text will continue on outside of the box, and disappear behind the Navigation bar.

In Wikitext editing mode, you will notice that `<pre>` was added before the text that appears in the box, and that `</pre>` follows that text. These codes stand for pre-formatted text, and can be used in this manner to create your own box in either Wikitext editing mode or when using the Standard editor.

You can also create text within a box by simply starting the paragraph with a space.

The Table of Contents

An article with 4 or more section headings automatically creates a Table of Contents (TOC) in our Wiki. The levels do not have to be all the same, but must not skip levels (e.g., from level 2 to level 4).

All headings with a level 2 will create another item number in the TOC. A heading level 3 would be a subsection of level 2, and so forth. The TOC will be organized according to the heading levels on that page. Clicking one of the headings in the TOC will take you to that section on the page. It will also have its own separate URL in the Address bar. You can use this feature to direct a researcher to the correct portion of a Wiki or Web page.

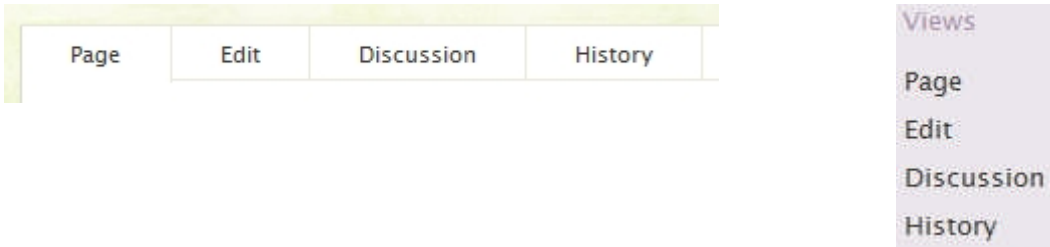
Contents [hide]

- 1 Heading level 2.
 - 1.1 Heading level 3.
- 2 Heading level 2.
 - 2.1 Heading level 3.
 - 2.2 Heading level 3.
 - 2.2.1 Heading level 4.
 - 2.2.1.1 Heading level 5.
 - 2.2.1.1.1 Heading level 6.
- 3 Heading level 2.

If you wish that *no* Table of Contents be generated for a certain article page (User pages have them off by default), simply type **__NOTOC__** (with two underscores on either side of the word) at the beginning of the page.

Types of Pages

These are some of the different types of pages that exist in our Wiki. When on one of these pages (except *Policy* pages, which are actually *Project* pages), the tab at the top should reflect the page type, as should the list in the Navigation bar, under Views.



Article/Main – (Nav bar > Views > Page) for researching family history; these should come up first in the search results

Discussion/Talk – (Nav bar > Views > Discussion) for communicating with other contributors; accessed through a tab or link

Edit – (Nav bar > Views > Edit) to modify or add content to a page; accessed through a tab or link

Help – how-to articles for contributors; search for **Help:** and click one of the drop-down list items for faster results of common help topics



History – accessed through a tab or link; allows you to do a side-by-side, line-by-line comparison of different revisions of a page [click (**cur**) or (**prev**)]; you may also see a graphic version of the page by clicking a date and timestamp (e.g., **20:10, 17 May 2011**)

Compare selected revisions		
■ (cur) (prev)	<input checked="" type="radio"/>	19:20, 8 June 2011 HoleDL (Talk contribs) (3,656 bytes) (changed from Civil war to Ireland Civil registration)
■ (cur) (prev)	<input checked="" type="radio"/>	20:12, 17 May 2011 JonesWD (Talk contribs) (3,657 bytes)
■ (cur) (prev)	<input type="radio"/>	20:10, 17 May 2011 JonesWD (Talk contribs) (3,330 bytes)

Line 31:	Line 31:
<div><div></div></div>	<div><div></div></div>
<div><div>cellpadding="2" border="0" width="100%" style="text-align: left; class="FCK_ShowTableBorders"</div></div>	<div><div>class="FCK_ShowTableBorders" style="text-align: left; cellpadding="2" width="100%" border="0"</div></div>
<div><div></div></div>	<div><div></div></div>
<div><div>Featured Articles</div></div>	<div><div>Featured Articles</div></div>
<div><div><div></div></div></div>	<div><div><div></div></div></div>

Learn from our 59,128 articles.
Keyword example: Iowa cemeteries

Browse by country

List all countries

Revision as of 20:10, 17 May 2011 by JonesWD (Talk | contribs)

(diff) — Older revision
| Current revision (diff)
| Newer revision — (diff)

Tour
Start with an overview of the Wiki, including Help!

Write
You know something that can help someone else.

Connect
Join with our community that loves family history.

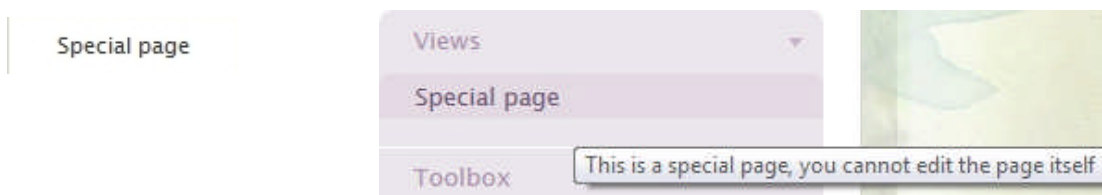
Portal – article page, usually for a place, that contains subpages within boxes on the page itself; currently being changed into un-portal pages because of problems with search engines



Project/FamilySearch Wiki/Policy – pages with information or discussion about the FamilySearch Research Wiki; also a place for contributors to organize and report progress on a larger project where assignments are made; included are pages that pertain to our policies, guiding principles, and the Manual of Style, two of which are found in the Nav bar under Community



Special – (Nav bar > Toolbox > Special pages) pages which are automatically compiled for Wiki administration and maintenance purposes and cannot be edited; the results can be sorted and searched



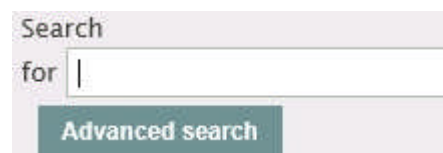
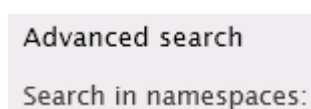
User – (Nav bar > Personal Tools > *YourUserName*) one for each user that signs in to the FamilySearch Research Wiki



Advanced Searching

There are two types of searching that are referred to as “advanced” in our Wiki.

1. Searching in additional namespaces - this really means searching more, different types of pages. Note the following:
 - a. On the left side of any Search Results page, under the search box, a long list appears of other types of pages that can be added to your search, with an additional search box at the bottom



- b. Under the Search Results heading, when there are no results, this message appears: “**Note:** Only some namespaces are searched by default. Try prefixing your query with *all:* to search all content (including talk pages, templates, etc), or use the desired namespace as prefix.”
2. Boolean searches – in our Wiki, the following Boolean terms may be used for advanced searching:
 - a. **AND** – (must be capitalized, with a space before and after) used between two words to make sure that both are included in the search results
 - b. **OR** – (must be capitalized, with a space before and after) used between two words so that the search results will have one or the other on a page, *but not both*
 - c. - (hyphen) – (a space precedes the hyphen, but does not need to follow it) used between two words to exclude the second word from the search
 - d. “ ” (double quotes) – enclose a phrase within quote marks to have that *exact* phrase included in the search results
 - e. * (asterisk) – used in place of *one or more* characters at the *end* of a word, the results returned will contain words that begin with that word
 - f. ? (question mark) – used in place of a *single* character *within* a word, the results returned will contain any possible variations of the word where the question mark is placed; more than one may be used within the same word
 - g. () (beginning and ending parenthesis) – used to combine Boolean terms into a more controlled search; a set of parentheses may be included within another set of parentheses, similar to a mathematical formula

All of the different types of Boolean terms may be mixed together to make a stronger search. Typing in the Search box, for example: **("Nez Perce" AND Idaho -County) AND (Res?rv* OR Agency)** brought the first result of **Nez Perce Indian Reservation (Idaho)**.



You searched for **("Nez Perce" AND Idaho -County) AND (Res?rv* OR Agency)** (all pages starting with **("Nez Perce" AND Idaho -County) AND (Res?rv* OR Agency)** | all pages that link to **("Nez Perce" AND Idaho -County) AND (Res?rv* OR Agency)**)

Nez Perce Indian Reservation (Idaho)

The **Nez Perce** Indian **Reservation** is located in central **Idaho**, along the Clearwater ... several **agencies** of the Bureau of Indian Affairs, including: - ...
 9 KB (1195 words) - 07:30, 7 January 2011

Note: You may continue typing in the Search box, even though it appears full.

Next Week

Next week's topics will be: Copying and pasting – from within the Wiki, from other Web sites including Wikipedia

Web links, opened, in this order

1. https://wiki.familysearch.org/en/New_Wiki_Contributors_Training
2. https://wiki.familysearch.org/en/Help:Edit_and_Contribute
3. [https://wiki.familysearch.org/en/Help:The_Editing_Tool_\(FCK_Editor\)](https://wiki.familysearch.org/en/Help:The_Editing_Tool_(FCK_Editor)) (needs updating)

4. https://wiki.familysearch.org/en/Help:Formatting#Text_formatting_markup (contains some errors)
5. https://wiki.familysearch.org/en/Help:Wiki_markup#Section_headings
6. https://wiki.familysearch.org/en/Main_Page (Wiki home page)
7. <https://wiki.familysearch.org/en/Portal:Sweden>
8. <https://wiki.familysearch.org/en/Special:SpecialPages>
9. https://wiki.familysearch.org/en/Help:Basic_Searches
10. <https://wiki.familysearch.org/en/Special:Search?fulltext=true&search=salad&searchbutton=Search>
11. https://wiki.familysearch.org/en/Help:Boolean_Searches_in_the_Wiki
12. https://wiki.familysearch.org/en/Special:Search?fulltext=true&search=%28%22Nez+Perce%22+AND+Idaho+-County%29+AND+%28Res%3Frv*+OR+Agency%29&searchbutton=Search

Reference

1. <https://wiki.familysearch.org/en/Help:Section> (includes advanced info)
2. https://wiki.familysearch.org/en/Help:Special_pages
3. https://help.familysearch.org/kb/tutorials/en/fsdemos/FS_index.html?v=https://help.familysearch.org/kb/tutorials/en/fsdemos/WikiSearch (downloadable demo, 5:57 – basic, for researchers)
4. https://wiki.familysearch.org/en/FamilySearch_Wiki:Mentoring (sign up for help here)